

Baraboo Community Development Authority  
Minutes of the Executive Committee  
Tuesday December 6, 2022

Chairperson Wastlund called the meeting to order at 6:00 P.M. The meeting was held in Room 205, Baraboo Municipal Building, 101 South Blvd., Baraboo, WI 53913

**1. Roll Call**

Present: Wastlund, Fordham, Koehler  
Absent: None  
Other Members: Bobholz, Hazard  
Staff: Patrick Cannon

**2. Note of Compliance with Open Meeting Laws**

The Chair noted that the agenda was posted in compliance with the Wisconsin State Statutes.

**3. Approval of Agenda**

A motion was made to approve the Agenda as presented  
Fordham (1); Koehler (2)  
Aye: All via voice vote

**4. Approval of Minutes – November 17, 2022**

A motion was made to approve the Minutes as presented  
Fordham (1); Koehler (2)  
Aye: All via voice vote  
Nay: None

**5. Public Comment**

No one from the public wished to speak.

**6. Old Business**

**A. No Items listed**

**7. New Business**

**A. Consideration and discussion of authorizing the purchase of furniture packages for the Carnegie Schadde Memorial Public Library**

Staff noted that bids were received for the various furniture packages for the Library project. The bids have been reviewed by the Designers and are being recommended to the CDA for their approval.

After careful review, the Executive Committee moved to approve the purchases as recommended by the Quinn Evans.

Motion:

To approve the furniture purchases as recommended by Quinn Evans.

Fordham (1); Koehler (2)

Aye: All via voice vote

Nay: None

**B. Consideration and discussion of Section 18 Conversion for Corson Square.**

Staff updated the Executive Committee on the status of the conversion project.

No action was taken.

**C. Consideration and discussion entering into a contract for Legal Services for the Section 18 Conversion.**

Staff noted that two proposals were received. Both firms were recommended by Baker Tilly as possible firms who have experience in the area.

Staff also noted that other firms were contacted but they do not provide this type of legal services.

After careful review, the Committee moved to recommend the firm of Husch Blackwell for legal services for the Section 18 Conversion.

Motion:

To recommend to the Board that the CDA approve entering into an agreement with Husch Blackwell for legal services for the Section 18 Conversion.

Fordham (1); Koehler (2)

Aye: All via voice vote

Nay: None

**D. Consideration and discussion of selection of a Developer for the Corson Square Section 18 Conversion.**

Staff noted that no proposals were received from Developers. Staff and Baker Tilly felt that there were numerous reasons why firm did not submit.

Staff is recommending that the timeline be redefined for an application in the fall of 2023.

After careful review, the Executive Committee moved to recommend to the Board that the project be held in abeyance until the spring of 2023.

Motion:

To recommend to the Board that the project be held in abeyance until the spring of 2023.

Fordham (1); Koehler (2)

Aye: All via voice vote

Nay: None

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**8. Committee Member Comments**

None

**9. Adjournment**

A motion was made to adjourn the meeting at 6:24 P.M.

Koehler (1); Fordham (2)

Aye: All via voice vote

Nay: None

Approved by Executive Committee on:

Carolyn Wastlund, Chair

Patrick Cannon, Recorder